

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Inventory Transactions (Staff recommends approval).

REQUESTED ACTION: Please authorize the following inventory transactions:

☐ Work Session (Report Only)

DATE OF MEETING: 6/26/12

☒ Regular Meeting

☐ Special Meeting

CONTRACT: ☒ N/A

Vendor/Entity: _____

Effective Date: _____

Termination Date: _____

Managing Division / Dept: _____

Financial Services

BUDGET IMPACT: _____

☐ Annual

FUNDING SOURCE: _____

☐ Capital

EXPENDITURE ACCOUNT: _____

☐ N/A

HISTORY/FACTS/ISSUES:

Per the Sumter County Board of County Commissioners Tangible Personal Property Policy, section IV Property Transfers and Surplus Property (2) (b.).

The request for the Board is to approve the inventory transactions as noted below:

<u>Description</u>	<u>Asset Tag #</u>	<u>Custodian</u>	<u>Action</u>
2004 Chevy Silverado Truck	CC-39-AC	Animal Control	Transfer to Surplus
Canon DR-1210C Scanner	N/A	Facilities Maintenance	Transfer to Surplus
Acer Laptop	CC-48-AC	Animal Control	Dispose – Junk